

INDEPENDENT SCHOOL DISTRICT #832
STUDY SESSION – BOARD OF EDUCATION
Friday, May 25, 2007 - 7:00 AM
Mahtomedi District Education Center - Community Room

The Mission of the Mahtomedi School District No. 832, as a multi-community public school system, is to provide individually challenging, lifelong learning experiences for all people, leading to productive and self-fulfilling roles in a global society, accomplished through partnerships with students, families, staff and communities all committed to excellence.

- AGENDA -

1. CALL TO ORDER
2. ROLL CALL OF ATTENDANCE
3. DISCUSSION/INFORMATION ITEMS
 - A. Review International Travel Request as Per Policy - Mahtomedi High School Spanish Students Traveling to Costa Rica, March 14-23, 2008 2
 - B. Update on Facility Review and Meeting with Johnson Controls' Team
Presenter: Denise Sundstrom
 - C. Review Communications Committee Membership
 - D. Discuss Alternative Approach to Negotiations Process with Teachers
Presenter: Denise Sundstrom
 - E. Follow-Up on School Board Retreat
Presenter: Mark Wolak
 1. Alternative Day and Time for Study Sessions
 2. Discuss Possible Next Steps
 - F. Other Items 10
4. ADJOURNMENT

Spanish trip '08

March Break 2008 – Costa Rica

May 3, 2007

We are in the planning stages for a Spanish trip for next school year to Costa Rica to see the country and experience the culture first-hand. It is a unique opportunity for the students to use the language they have learned in class and to see and do things that will open their eyes! Students who have completed Spanish 3 or whom are registered for Spanish 3 during the '07-'08 school year are eligible.

Travel Dates:

Departure: Friday, March 14th

Return: Sunday, March 23rd

Itinerary:

Attached is a copy of the itinerary from CETA Tours, which is the tour company that will be arranging the trip.

Cost:

The cost has been calculated based on current airfares. The cost includes airfare, lodging, bus transportation, full-time guide, all activities and excursions, breakfast and dinner daily, and six lunches. There will be opportunities in the late summer and fall to do some fund raising activities to help pay for the trip.

	<u>Tour Price</u>
Based on 20-29 full-fare paying participants	\$2,279.00
Based on 30 or more full-fare paying participants	\$2,249.00

Parent/Student informational meeting

There will be an informational meeting on **Thursday, May 10th at 6:30** in the Black Box Theater at the High School for students and their parents. Kristen Hoag Billingsley from CETA Tours will be at the meeting to do a Powerpoint presentation of the trip and to answer questions.

Registration:

People planning to go on the trip should pick up a brochure from Señora Garry and must fill out a tour application(enclosed in the brochure) and a \$400 deposit by June, 1st.

Cancellation:

It is possible that we would cancel the trip if not enough people sign up by June 1st. In that event, the deposit will be refunded. Should *the student* decide to cancel out of the trip, CETA has a cancellation policy outlined in their brochure.

Chaperones

A minimum of three chaperones will accompany the students on this trip. Ann Garry and Jenny Merthan (Spanish teachers) and another faculty member (TBD) will chaperone.



Presents:

¡Pura Vida!

March 14-23, 2008

Especially prepared for:

Ann Garry
Mahtomedi High School
Revised April 27, 2007

Prepared by:
Kristen Hoag Billingsley
Student Program Director
CETA Tours
N7753 540th Street
Menomonie, WI 54751
Tel: 800-501-0397
Fax: 715-232-8512
kbillingsley@cetatour.com
www.cetatour.com

Tour Cost & Inclusions

	<u>Tour Price</u>	<u>Complimentary Tours</u>
Based on 20-29 full-fare paying participants	\$2,279.00	1 per 8 paying
Based on 30 or more full-fare paying participants	\$2,249.00	1 per 8 paying

The above prices are based on projected airfare, current departure and security taxes and foreign exchange rates in effect on April 25, 2007 and are subject to change.

Included in your CETA Tour:

Transportation

- ✓ Round trip air transportation from Minneapolis via a regularly scheduled carrier, including all departure and security taxes.
- ✓ Land transportation in Costa Rica via private, air-conditioned motor coach.

Accommodations

- ✓ Tourist class hotels
- ✓ Students in multi-bedded rooms
- ✓ Teachers and chaperones in doubles and triples

Meals

- ✓ Breakfast daily, unless otherwise indicated on itinerary
- ✓ Dinner daily, unless otherwise indicated on itinerary
- ✓ Six lunches, as indicated on itinerary

Sightseeing

- ✓ Admission to all activities, as indicated on itinerary
- ✓ City tours with local guides, as indicated on itinerary

Leaders & Chaperones

- ✓ Services of a full-time, bilingual naturalist guide
- ✓ One complimentary tour for every 8 full-fare paying participants
- ✓ Chaperones receiving complimentary tours will be send a booklet outlining their duties as chaperone several months prior to departure
- ✓ Ann Garry to receive \$215 per student if not all chaperone positions are filled (based on final number of students)
- ✓ Tour price will be pro-rated for chaperones joining the tour if not enough students for a fully complimentary tour.

Taxes and Tips

- ✓ All taxes and tips for provided services (local city guides, etc.)

Tour Preparation Materials

- ✓ Power Point Presentation
- ✓ Personalized Tour Brochures & Applications
- ✓ “Your Tour With CETA” Informational Booklet for Teachers
- ✓ Tour Leader & Chaperone Guidelines
- ✓ Parent Handbook
- ✓ Student Handbook
- ✓ Health Information
- ✓ Passport Information
- ✓ Travel Tips brochure
- ✓ CETA Passport Pouch
- ✓ Trip Journal

Miscellaneous

- ✓ Liability insurance coverage for all teachers and chaperones
- ✓ Upon receipt of deposit and application, students are eligible to apply for a \$500 CETA travel scholarship

Not Included

- ✓ Meals, other than indicated above
- ✓ Beverages, except with breakfast
- ✓ Items and expenses of a personal nature, such as passport fees and spending money
- ✓ Luggage handling
- ✓ Trip cancellation/interruption insurance; available for purchase. Each student will receive a brochure about trip cancellation/interruption insurance with receipt of deposit.
- ✓ Medical insurance
- ✓ End of tour tips to bus driver (recommended \$2-3 per student, per day)
- ✓ End of tour tips to tour leader (recommended \$2-3 per student, per day)

Remarks:

- ✓ Itinerary may be modified by mutual agreement. Modifications may affect tour price.
- ✓ Every effort will be made to secure requested accommodations, but no guarantees can be made.
- ✓ Prices are based on student (under 18 years) admission costs.
- ✓ Adults wishing to join a student tour will be charged a \$200 supplement for double rooms and adult admission costs.

Tour Itinerary

Friday, March 14 • San José area

We depart the United States today on our flight to San José, Costa Rica. Our arrival time in San José will determine the rest of the activities for today. **D**

Saturday, March 15 • Tirimbina

This morning we enjoy an excursion to the nearby Poás volcano, where we have a chance to see the crater. We then continue on to a butterfly farm, where we enjoy lunch and learn about the lifecycle of butterflies. We then travel to Tirimbina Rainforest Center, a pre-Columbian style educational complex located along the banks of the Sarapiquí River. Upon our arrival, we check in to our rooms and have dinner. **B/L/D**

Sunday, March 16 • Tirimbina

After breakfast, we enjoy a hike through the forest, where we learn about the local flora and fauna. We also have an opportunity to swim in a nearby river before returning for lunch. This afternoon we give back to the community through a community service project such as painting. This evening, we take another walk through the forest and learn about the bat species that are an important part of the region's ecosystem. **B/L/D**

Monday, March 17 • Tirimbina

We start off our day by taking a walk across the Tirimbina Rainforest Center's suspension bridge to a former cacao-tree plantation. Our walking tour of the former plantation, our local guide shares with us how the fruit of the cacao tree is transformed into chocolate. Along with being able to see first-hand how chocolate is made, we also are able to sample some organic rainforest chocolate. We return to our lodge for lunch. In the afternoon, we participate in a hands-on environmental education activity where we learn more about the rainforest. This evening, we enjoy a bonfire. **B/L/D**

Notes: There are 3 possible educational activities:

1. Water monitoring where students study streams to identify key species of animals that tell how healthy the ecosystem is.
2. Non-wood resources where students learn about the various products that are made from the rain forest.
3. Ecology where students identify the adaptations plants and animals have made in order to survive in the rain forest.

Tuesday, March 18 • La Fortuna

Our day starts off with an exciting whitewater rafting excursion. Our river guide steers us through exciting rapids as we paddle our way down the Sarapiquí River. After our rafting adventure, we enjoy lunch before taking a scenic drive to La Fortuna, home of the amazing Arenal Volcano, which has been active since it erupted in 1968 after years of lying dormant. Upon our arrival we check into our hotel and have some time to relax. This evening we see the Arenal Volcano at its best as we spend the evening relaxing in the hot springs watching the red-hot lava flow. **B/L/D**

Wednesday, March 19 • Monteverde

This morning we take a short, but steep hike down to the Rio Fortuna Waterfall. Here we enjoy the sights and sounds of the waterfall. Those who like may want to take a swim in the nearby pool formed by the waterfall. We then continue on to the cloud forests of Monteverde, where we have a late lunch at our lodge. In the afternoon, our guide takes on a short hike in the area. After our hike we settle into the cozy mountain lodge of Monteverde for dinner and our overnight. **B/L/D**

Thursday, March 20 • Puntarenas

We take an impressive zip-line tour through the treetops of the cloud forest. This tour includes a combination of hiking and zip lines during which our guide points out the awesome number of plants and animals that are found in the cloud forest preserve. The diversity of plants here is due to the constant high level of moisture formed from the nearby ocean. As the moisture cools, it forms clouds above and within the forest. After our hike, we depart the cloud forest and travel south to Puntarenas on the Pacific coast. We arrive in the late afternoon, in time to check into our hotel and have some time to relax before dinner. **B/D**

Friday, March 21 • Puntarenas Area

Today we are in for a treat as we board a catamaran for excursion to Tortuga Island, Costa Rica's idyllic island. Located just off of the coast, the island is picture perfect with white sand beaches, coconut palms and lush vegetation. After plenty of time for swimming or simply relaxing on the beach, we return to Puntarenas, rejoin our coach and transfer back to our hotel. **B/L/D**

Saturday, March 22 • San José

We enjoy most of the day to relax on the beach. In the early to mid-afternoon, we travel back to San José where we have some time to do last minute shopping before checking into our hotel on the outskirts of town. Here we enjoy our final dinner and evening in Costa Rica. **B/D**

Sunday, March 23 • Return

Sadly, we transfer to airport for our return flight to the United States. We return with memories of beautiful landscapes, exotic wildlife and our exciting adventures. ¡Bienvenidos a casa! **B**

610 - STUDENT TRIPS

I. PURPOSE

The purpose of this policy is to provide guidelines for student trips and to identify the general process to be followed for review and approval of trip requests.

II. GENERAL STATEMENT OF POLICY

It is the general expectation of the school board that all student trips will be well planned, conducted in an orderly manner and safe environment, and will relate directly to the objectives of the class or activity for which the trip is requested. Student trips will be categorized within three general areas:

A. Instructional Trips

Trips that take place during the school day, relate directly to a course of study, and require student participation shall fall in this category. These trips shall be subject to review and approval of the building principal, and shall be financed by school district funds within the constraints of the school building budget. Fees may not be assessed against students to defray direct costs of instructional trips. (Minn. Stat. § 123B.37, Prohibited Fees)

B. Supplementary Trips

This category pertains to those trips in which students voluntarily participate and which usually take place outside the regular school day. Examples of trips in this category involve student activities, clubs, and other special interest groups. These trips are subject to review and approval of the activities director and/or the building principal. Financial contributions by students may be requested. (Minn. Stat. § 123B.36, Authorized Fees)

C. Extended Trips

1. Trips that involve one or more overnight stops fall into this category. Extended trips may be instructional or supplementary, and must be requested well in advance of the planned activity. An extended trip request must be approved at each level: student, principal, superintendent, and school board. Exceptions to the approval policy may be granted or expedited by the superintendent to accommodate emergencies or contingencies (e.g. tournament competition).
2. The school district will notify the insurance carrier of all international travel in advance to ensure appropriate liability coverage.
3. The school district may elect to charge the students and/or group a fee to cover the additional insurance costs.

III. REGULATIONS

- A. Rules of conduct and discipline for students and employees shall apply to all student trip activity.
- B. The school administration shall be responsible for providing more detailed procedures, including parental involvement, supervision, and such other factors deemed important and in the best interest of students.
- C. Transportation shall be furnished through a commercial carrier or school-owned vehicle. In the event a private vehicle is approved for use, a certificate of insurance must be on file in the school district office.

Legal References: Minn. Stat. § 123B.36 (Authorized Fees)
Minn. Stat. § 123B.37 (Prohibited Fees)
Minn. Stat. § 123B.49 (Cocurricular and Extracurricular Activities;
Insurance)
Sonkowsky v. Board of Educ., 327 F3d. 675 (D. Minn. 2002)

Cross References: MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
MSBA/MASA Model Policy 423 (Employee – Student Relationships)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 707 (Transportation of Public School Students)
MSBA/MASA Model Policy 709 (Student Transportation Safety Policy)
MSBA/MASA Model Policy 710 (Extracurricular Transportation)

ADOPTED – February 10, 2005



Copy
School Board
Admin Team

Department of Public Health and Environment

Lowell Johnson
Director

Sue Hedlund
Deputy Director

May 16, 2007

Mr. Mark Wolak
Dist 832 Mahtomedi
1520 Mahtomedi Ave
Mahtomedi MN 55115

Dear Mr. Wolak,

RECEIVED
MAY 17 2007

Washington County Department of Public Health and Environment will be conducting a pandemic influenza mass dispensing site (MDS) exercise – **Operation Pan-Flu-Monium** – on Tuesday, June 12th 2007 at Mahtomedi High School. This exercise is a joint effort between Washington County Emergency Management, Public Health, Transportation and Physical Development, Sheriff’s Department, Mahtomedi School District, Mahtomedi Fire Department, and many others.

The exercise is designed to test and train on a number of issues surrounding public health emergency response in Washington County. The following components of a response will be included in this exercise:

- MDS Site Set-up
- Internal and External Communication
- Just In Time Training for Staff and Medical Reserve Corps Volunteers
- MDS Operations Using Incident Command
- Security of MDS Site

For this exercise to be a success we need your participation! We need volunteers to come through the site and “play” the role of essential personnel who need to be vaccinated. Essential personnel are those persons whose jobs and/or roles in the community have been determined to be essential in providing critical government services and/or responding to a public health emergency. You will go through the security and staging process, fill out the forms, and walk through the clinic to receive your mock immunization.

This is an excellent opportunity for you and/or your staff to gain some more knowledge into how we as a community will respond to an influenza pandemic, or any other public health emergency. Your observations and feedback will be of tremendous value, as we are continuously striving to improve our public health emergency preparedness plans.

The exercise is scheduled for the late afternoon and early evening of Tuesday, June 12th at Mahtomedi High School. We would like you to arrive at the school at 5:45pm. We anticipate your time commitment will be about 2 hours. If you have other staff within your agency who would be interested in participating, please extend this invitation to them. If you are interested, please contact Julie Reinhardt at Washington County Public Health, phone number 651-430-6721 or julie.reinhardt@co.washington.mn.us. Once registered, you will receive more specific details when it gets closer to the exercise date.

Sincerely,

Lowell R. Johnson, Director
Washington County Department of Public Health & Environment



Washington
County



DRAFT

Mahtomedi Public Schools

Independence School District #33

1421 Mahtomedi Avenue
Mahtomedi, PR 52225
Phone: 678-637-2020 Fax: 678-637-2025



Mahtomedi Public Schools
1421 MAHTOMEDI AVENUE
MAHTOMEDI, MISSOURI 64555

Dear Area Residents,

Emergency responders and organizations from your city and county will participate in an exercise scheduled for the late afternoon and early evening of Tuesday, June 12th at the Mahtomedi High School.

This exercise is designed to test and train on a number of issues surrounding a potential Pandemic Influenza event. Washington County, in cooperation with the City of Mahtomedi and the Mahtomedi School District, will set up a Mass Dispensing Site at the high school for the distribution of vaccine in a fictitious Pandemic Influenza event. Primary agencies and organizations participating in this exercise include:

- City of Mahtomedi, Mahtomedi School District, and Mahtomedi Fire Department
- Washington County departments including Public Health & Environment, Emergency Management, Sheriff's Office, and Transportation and Physical Development
- St. Croix Valley American Red Cross, and Oak Park Heights Correctional Facility

Area hospitals, city police and fire, state and local officials, and private sector partners may also be participating. Area residents may see emergency vehicles and responders in and around the general area of the Mahtomedi High School.

The areas where the exercise will take place will be clearly marked, but we want ensure area residents are aware of the exercise in advance. This event should not disrupt your daily routine.

We thank all area residents for their support of this important exercise.

Sincerely,